



January 30, 2015

Announcement 871

## **Prior Authorization Forms FA-12, FA-13, FA-14 and FA-15 Updated**

The following prior authorization forms have been updated and are posted on the [Providers Forms](#) webpage:

- FA-12 – Inpatient Mental Health
- FA-13 – Residential Treatment Center Concurrent Review
- FA-14 – Inpatient Mental Health Concurrent Review
- FA-15 – Residential Treatment Center

### **Please note:**

- A fax cover sheet has been added to each of these forms to assist providers in submitting the request and providing additional information to HP Enterprise Services (HPES).
- Please double check that the start date for the requested service and number of days requested on the form are the same as what is entered in the Provider Web Portal. If the information does not match, the review process may be slower and the request may be pended for correction/additional information.

Providers are to begin using the updated forms (dated 01/30/2015) effective immediately. If requests for review are received on an outdated form, the request for review may be rejected and the provider will be asked to resubmit on the updated form.